

Accreditation Process Reference Guide

Step 1: Determine Assurance Standards Level

Accreditation Status Criteria Reference Guide			Consecutive Years with this Deviation			
ARM	Title	Description	Level 1	Level 2	Level 3	Level 4
10.55.601(3)	Accreditation Standards: Procedures (<i>CSIP</i>)	School did not complete Continuous School Improvement Plan				1
10.55.701	Board of Trustees (<i>Policies</i>)	School does not have required policies		1	2	3
10.55.702	Licensure and Duties of District Administrator – District Superintendent	Superintendent is nonlicensed				1
10.55.702	Licensure and Duties of District Administrator – District Superintendent (<i>Endorsement</i>)	Superintendent is not properly endorsed			1	2
10.55.703	Licensure and Duties of School Principal	Principal is nonlicensed				1
10.55.703	Licensure and Duties of School Principal (<i>Endorsement</i>)	Principal is not properly endorsed			1	2
10.55.704(1)	Administrative Personnel: Assignment of District Superintendents	No superintendent assigned to school system				1
10.55.704(1)	Administrative Personnel: Assignment of District Superintendents	Insufficient superintendent FTE assigned to school system		1	2	3
10.55.704(2)	Administrative Personnel: Assignment of District Superintendents (<i>Curriculum Coordinator</i>)	No curriculum coordinator assigned to school system				1
10.55.704(2)	Administrative Personnel: Assignment of District Superintendents (<i>Curriculum Coordinator</i>)	Insufficient curriculum coordinator FTE assigned to school system		1	2	3
10.55.705	Administrative Personnel: Assignment of School Administrators/Principals	No principal assigned to school				1
10.55.705	Administrative Personnel: Assignment of School Administrators/Principals	Insufficient principal FTE assigned to school		1	2	3
10.55.707	Teacher and Specialist Licensure	Nonlicensed teacher, specialist, or professional				1
10.55.708	Teaching Assignments	Misassigned teacher			1	2
10.55.709(1)	Library Media Services, K-12	No library media specialist assigned to school				1
10.55.709(1) (a-f)	Library Media Services, K-12	Insufficient library media specialist FTE assigned to school		1	2	3

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ARM	Title	Description	Level 1	Level 2	Level 3	Level 4
10.55.710(1)	Assignment of School Counseling Staff	No school counselor assigned to school				1
10.55.710(1-2)	Assignment of School Counseling Staff	Insufficient school counselor FTE assigned to school		1	2	3
10.55.712	Class Size: Elementary	Class size exceeds the maximum number – no paraprofessional assigned		1	2	3
10.55.713	Teacher Load and Class Size: High School, Junior High, Middle School, and Grades 7 and 8 Budgeted at High School Rates	Class size exceeds maximum number		1	2	3
10.55.714(2)	Professional Development (<i>Required Hours</i>)	School does not have the minimum of three PIR days devoted to professional development			1	2
10.55.714(3)	Professional Development (<i>Advisory Committee</i>)	School does not have a Professional Development Advisory Committee		1	2	3
10.55.716(1)(b)	Substitute Teachers (<i>Long-Term Substitutes</i>)	Nonlicensed long-term substitute				1
10.55.902	Basic Education Program: Middle Grades	School does not meet basic education program requirements			1	2
10.55.902(4)	Basic Education Program: Middle Grades (<i>Minutes</i>)	Basic education program does not meet the required minutes		1	2	3
10.55.904(2)	Basic Education Program Offerings: High School	School does not meet basic education program requirements			1	2
10.55.904(2)	Basic Education Program Offerings: High School (<i>Minutes</i>)	Basic education program does not meet the required minutes		1	2	3
20-1-301, MCA	School fiscal year. (<i>Aggregate Hours</i>)	School does not meet required aggregate hours				1
20-9-344(2), MCA	Duties of board of public education for distribution of BASE aid. (<i>Submittal of required reports</i>)	School did not complete required reports				1

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Step 2: Determine Student Performance Standards Level

Student Performance Measures (ARM 10.55.606(3))				
	Level 1	Level 2	Level 3	Level 4
Reading	300 – 250	249 – 220	219 – 210	209 - 200
Mathematics	300 – 250	249 – 220	219 – 210	209 - 200
Science	300 – 250	249 – 220	219 – 210	209 - 200
HS Graduation Rate	100.0% - 75.0%	74.9% - 60.0%	59.9% - 55.0%	54.9% - 0.0%

Step 3: Use Assurance Standards Level and Student Performance Standards Level to Determine Final Accreditation Status

Final Accreditation Status Determination (ARM 10.55.605)		
<i>if Assurance Standards</i>	<i>and Student Performance Standards</i>	<i>then Final Accreditation Status</i>
Level 1	Level 1	= REGULAR
Level 1	Level 2	= REGULAR
Level 2	Level 1	= REGULAR
Level 2	Level 2	= REGULAR WITH MINOR DEVIATION
REGULAR WITH MINOR DEVIATION for three consecutive years		= ADVICE
Level 3 in either Assurance or Student Performance Standards		= ADVICE
ADVICE for two consecutive years		= DEFICIENCY
Level 4 in either Assurance or Student Performance Standards		= DEFICIENCY
DEFICIENCY for two consecutive years		= Intensive Assistance